



**University of New England
Law Students' Society
Constitution 2023**



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1. NAME

- 1.1. The name of the Club shall be University of New England Law Students' Society (Hereinafter referred to as 'the Club')

2. AIMS

- 2.1. "The Club" is not-for-profit. This means that the assets and income of the Club shall be applied solely in furtherance of the aims of the Club and no portion shall be distributed directly or indirectly to the members of the Club except as bona fide compensation for expenses incurred on behalf of the Club
- 2.2. The aims of the Club shall be to:
 - 2.2.1. Further the interests of all current students of the school of law at the University of New England ('UNE'). This includes, though not limited to: facilitating relevant activities and events; representing interests of members to relevant organisations, institutions, and committees; conducting and ensuring reasonable continuation of legal related competitions.
- 2.3. The Club will undertake the following activities to achieve its aims:
 - 2.3.1. Law Ball
 - 2.3.2. Participation in UNE Orientation Day
 - 2.3.3. Participation in UNE Open Day
 - 2.3.4. Participation in relevant legal competitions
 - 2.3.5. Maintenance of the First Year Guide
 - 2.3.6. Monthly Ordinary or General Meetings
 - 2.3.7. Committee Meetings, as necessary
 - 2.3.8. Annual General Meeting
 - 2.3.9. Sponsorship Prospectus

3. MEMBERSHIP

- 3.1. **Student Membership**
Students who are paid members and are currently enrolled to study at the University of New England shall be eligible for *Student Membership* of the Club. Any *Student Member* shall hold one vote at all meetings and elections of the Club at which they are present.
- 3.2. **Associate Membership**
Associate Members include non-students and non-paid members, such as faculty and administrative staff, and are not eligible to hold Executive positions, vote in elections or vote at meetings of the Club.
- 3.3. **Alumni Membership**
Alumni Members include former students who are no longer studying, and are not eligible to hold Executive positions, vote in elections or vote at meetings of the Club.
- 3.4. The Club may levy fees on Student Members. The amount of such fees shall not be excessive.
- 3.5. Where applicable, grievance with clubs or members will be dealt with under the "Student Behavioral Misconduct Rules", or other relevant policy. Membership may be temporary suspended by majority vote of the committee. Notice will be given to the member via email within 7 days of the decision.

4. THE EXECUTIVE AND GENERAL OFFICE BEARERS

4.1. The Club shall have an Executive consisting of:

- 4.1.1. President (*Required*)
- 4.1.2. Vice President
- 4.1.3. Treasurer (*Required*)
- 4.1.4. Secretary (*Required*)
- 4.1.5. Careers Director
- 4.1.6. Communications and Social Media Director
- 4.1.7. Competitions Director
- 4.1.8. Events Director
- 4.1.9. Publications Director
- 4.1.10. Social Justice and Equity Director
- 4.1.11. Sponsorship Director
- 4.1.12. Student Affairs Director.

4.2. Executive shall have power to manage the Club in accordance with this Constitution.

4.3. Attendance of Executive Members and General Office Bearers at Ordinary and General Meetings is obligatory. Any Executive Member or General Office Bearer who does not attend three consecutive meetings without leave can be dismissed from the Committee by a two-thirds majority vote of those Members in attendance at an Ordinary Meeting.

4.4. An Executive Member can be dismissed from the executive by a two-thirds majority vote of no confidence of those Student Members in attendance at an Ordinary Meeting.

4.5. The Club shall have General Officer Bearers including but not limited to the following:

- 4.5.1. Careers Officer
- 4.5.2. Communications and Social Media Officer
- 4.5.3. Competitions Officer
- 4.5.4. Events Officer
- 4.5.5. Publications Officer
- 4.5.6. Social Equity and Justice Officer
- 4.5.7. Finance Officer
- 4.5.8. Student Affairs Officer

4.6. Executive members are entitled to hold dual roles in the Executive Committee.

4.7. The Club shall have an Executive Standing Committee.

4.7.1. The Standing Committee is delegated authority to make urgent decisions impacting the Club, and on any other matters delegated to it by the Executive Committee.

4.7.2. The Standing Committee will consist of, but is not limited to the:

- 4.7.2.1. President
- 4.7.2.2. Vice President
- 4.7.2.3. Treasurer
- 4.7.2.4. Secretary

4.7.3. Only members of the Executive may be a member of the Standing Committee.

5. DUTIES OF EXECUTIVE MEMBERS AND GENERAL OFFICE BEARERS

5.1. The President shall:

- 5.1.1. Plan the Club's activities in consultation with the Executive and Office Bearers.
- 5.1.2. Help set the direction of the Club, prioritise goals and oversee the delivery of outcomes, in consultation with relevant parties and consistent with the views of members.
- 5.1.3. Have a good working knowledge of the Club's Constitution, rules, and policies.
- 5.1.4. Delegate tasks as necessary and ensure General Office Bearers understand the requirements of their roles and assist them to fulfill expectations.
- 5.1.5. Liaise with the Executive and any Committees formed by the Club.
- 5.1.6. Ensure an adequate handover, including any documents and materials, to the following Executive.

5.2. The Vice-President shall:

- 5.2.1. Deputise for the President.
- 5.2.2. Assume the duties of the President in their absence.
- 5.2.3. Have a good working knowledge of the Club's Constitution, rules, and policies.

5.3. The Treasurer shall:

- 5.3.1. Maintain the Club's finances in accordance with the UNE Club Rules & Regulations.
- 5.3.2. Provide relevant financial information to the Club as requested, to ensure members clearly understand the allocation of the Club's funds.
- 5.3.3. Have a good working knowledge of the Club's Constitution, rules, and policies.
- 5.3.4. Present to the Annual General Meeting of the Club, a report detailing the financial activity and status of the Club.
- 5.3.5. Ensure an adequate handover, including any documents and materials, to the following Executive.

5.4. The Secretary shall:

- 5.4.1. Conduct the correspondence of the Club.
- 5.4.2. Book meeting rooms for the Club.
- 5.4.3. Keep minutes of the proceedings of all Club meetings.
- 5.4.4. Maintain the records and documents of the Club.
- 5.4.5. Maintain a list of current Members of the Club.
- 5.4.6. Have a good working knowledge of the Club's Constitution, rules, and policies.

5.5. The Directors of the Executive & General Office Bearers shall:

- 5.5.1. Set goals for their role and conduct any relevant duties pertaining to those goals, or any other duties agreed to at the request of Executive Members
- 5.5.2. Provide a report on their achievements in the role at the Annual General Meeting
- 5.5.3. Ensure an adequate handover, including documents and materials
- 5.5.4. Directors with predetermined tasks include, but are not limited to:

5.5.4.1. **Careers Director**

Organises events for the Careers Week and Careers Guide.

5.5.4.2. **Communications and Social Media Director**

Actively managing social media pages and marketing/promotional emails.

5.5.4.3. **Competitions Director**

Coordinate competitions.

5.5.4.4. **Events Director**

Planning and executive at least one social event per Trimester, including Law Ball.

5.5.4.5. **Publications Director**

Publish newsletters and Guides for the Club.

5.5.4.6. **Social Justice and Equity Director**

Coordinate events and publications to promote social justice and equity issues.

5.5.4.7. **Sponsorship Director**

Maintaining and distributing the Sponsorship Prospectus, communicating with sponsors.

5.5.4.8. **Student Affairs Director**

Coordinating the Clubs First Year Guide and LSS Moodle Forums.

5.5.5. General Office Bearers will support the relevant director portfolio assigned.

6. EXPECTATIONS OF EXECUTIVE AND APPOINTED OFFICERS

6.1. Executive and Appointed Officers must perform their duties specified in this Constitution to a reasonable standard.

6.2. The Executive Committee is empowered to develop volunteer agreements.

6.3. These agreements are to include:

6.3.1. List of benefits (E.g. Approval of New England Award activity, references)

6.3.2. List of expectations (e.g. meeting attendance, event participation)

6.3.3. Other requirements as determined by the Executive Committee.

6.4. Failure to meet the requirements of the agreement may result in the following disciplinary actions, in order of intended use:

6.4.1. Verbal Warning

6.4.2. Written Warning from the Management Committee

6.4.3. Censure

6.4.4. Removal from Office

6.4.5. Censure and Removal from Office require a two-thirds majority vote.

6.5. Where an Officer is censured or removed from Office, they will be restricted from any of the benefits listed in the Volunteer Agreement.

7. INCAPACITATION

OF

PRESIDENT

7.1. In the event where the President is unable to continue in their role on a temporary basis the Vice President will assume the role of Acting President.

7.2. Where the President is permanently incapacitated or resigns from office, the Vice President will assume the role of President.

7.3. Where the Vice President is unable or unwilling to assume the role of President, the Secretary is to call an extraordinary meeting of the Executive Committee where an appropriate appointment, from the members of the Executive, will be completed.

8. INCAPACITATION OF ANY OTHER EXECUTIVE MEMBER

- 8.1. In the event where an Executive Member is unable to continue in their role on a temporary basis, on the grant of a leave of absence, an Officer linked to the portfolio will assume the role for as long as the leave of absence has been granted.
- 8.2. In the event where a Executive Member becomes incapacitated from their role permanently, an Officer linked to the portfolio will assume the role by invitation of the President.
- 8.3. Where an Officer is not available, the Executive may make interim appointments.
- 8.4. Interim appointments may be made permanent appointments at a General Meeting

9. IMMEDIATE PAST PRESIDENT

- 9.1. Where the President does not seek or fails to be re-elected they shall be appointed to the honorary role of Immediate Past President.
- 9.2. This role serves as an additional advisor to the Executive.
- 9.3. The Immediate Past President, will have no voting power at meetings of the Executive to which they are invited.
- 9.4. Where they are still a financial student member of the Society, the Immediate Past President will have voting rights at an Ordinary or General Meeting of the Society.

10. EXECUTIVE STANDING COMMITTEE MEETINGS

- 10.1. Executive meetings shall be called by any member of the Executive Standing Committee.
- 10.2. Quorum is at least three members of the Executive Standing Committee.
- 10.3. An Executive Meeting of the Club has the power to carry motions relating to the affairs of the Club by a simple majority vote of those members present and voting, including but not limited to:
 - 10.3.1. Financial decisions (reported at the next Ordinary Meeting)
 - 10.3.2. Proposed changes to the Constitution (reported at the next General Meeting)
 - 10.3.3. Complaints and/or proposed disciplinary action of members (reported at the next Committee Meeting)

11. EXECUTIVE COMMITTEE MEETINGS

- 11.1. Executive Committee ('Committee') meetings shall be called by any member of the executive.
- 11.2. At least three (3) clear days' notice of the time and place of a Committee Meeting shall be given by a mail-out to all General Office Bearers and to the Executive (a mail-out is understood to include communication by e-mail), as well as other reasonable attempts to communicate to the Committee.
- 11.3. The President shall chair Committee Meetings. In the absence of the President, the Vice President or another Executive Member shall chair the Meeting.
- 11.4. Quorum at Committee Meetings shall be two (2) standing executive & three (3) Executive Directors.
- 11.5. The agenda for a Committee Meeting shall include:
 - 11.5.1. Acknowledgement of country
 - 11.5.2. Apologies and leaves of absence
 - 11.5.3. Minutes of the previous Executive and Committee meetings
 - 11.5.4. General Business

11.6. A Committee Meeting of the Club has the power to carry motions relating to the affairs of the Club by a simple majority vote of those members present and voting, including:

11.6.1. Appointing Interim Executive and General Office Bearers

11.6.2. Appointing General Office Bearers

12. ORDINARY MEETINGS

12.1. Ordinary Meetings shall be called by any member of the executive, or by the Secretary forthwith upon receipt of the written application of at least twenty percent (20%) of the *Student Members* of the Club.

12.2. At least three (3) clear days' notice of the time and place of an Ordinary Meeting shall be given by a mail-out to all Members (a mail-out is understood to include communication by e-mail), as well as other reasonable attempts to communicate to the Membership.

12.3. The President shall chair Ordinary Meetings. In the absence of the President, another *Executive Member* shall chair the Meeting.

12.4. Quorum at Ordinary Meetings shall be ten (10) Student Members OR twenty percent (20%) of the current Student Member total, whichever is less. Quorum must include not less than three (3) Executive Members.

12.5. The agenda for an Ordinary Meeting shall include:

12.5.1. Acknowledgement of country

12.5.2. Apologies and leaves of absence

12.5.3. Minutes of the previous Committee and Ordinary Meetings

12.5.4. Correspondence

12.5.5. Reports of *Executive Members and General Office Bearers as required*

12.5.6. General Business

12.6. An Ordinary Meeting of the Club has power to carry motions relating to the affairs of the Club by a simple majority vote of those members present and voting, including:

12.6.1. Giving direction to the Executive

12.6.2. Ratifying the use of the finances and other assets of the Club

12.6.3. Instituting Committees for any purpose of the Club and co-opting Club members onto any Committee

12.6.4. Dismissing Executive Members under 4.3 and 4.4 of the Constitution

12.7. If any decision occurs, or positions become available, that warrant a two-third majority vote, during an Ordinary Meeting, the decision will be tabled until a General Meeting can occur.

13. GENERAL MEETINGS

13.1. The Club shall hold General Meetings as required during a teaching period that is appropriate to the Club's Membership.

13.2. The Secretary may at any time, for any worthy purpose, call a General Meeting, and shall do so forthwith upon receipt of the written application of twenty percent (20%) of *Student Members* of the Club stating the purposes for which the meeting is called. The business debated at a General Meeting shall be confined to the purposes named in the notice.

13.3. Except as provided in Clause 8, the Secretary shall give at least seven (7) clear days notice of the time and place of a General Meeting through a mail-out to all Members (a mail-out is understood to include communication by e-mail), as well as other reasonable attempts to communicate to the Membership.

13.4. The agenda for a General Meeting shall include:

- 13.4.1. Opening and welcome
- 13.4.2. Acknowledgement of country
- 13.4.3. Apologies and leaves of absence
- 13.4.4. Minutes of the previous Ordinary and General Meetings
- 13.4.5. Business arising from the minutes
- 13.4.6. Correspondence
- 13.4.7. Motions on notice
- 13.4.8. Reports of *Executive Members and General Officer Bearers*
- 13.4.9. Other reports
- 13.4.10. General business
- 13.4.11. Date of the next meeting

13.5. A General Meeting of the Club has the same powers as an Ordinary Meeting, and may also carry the following motions on notice relating to the affairs of the Club by a two-thirds majority vote of those members present and voting:

- 13.5.1. Filling vacancies on the Executive
- 13.5.2. Repealing motions and the effect of motions carried at an Ordinary Meeting
- 13.5.3. Amending the Constitution
- 13.5.4. Dismissing *Executive Members* for reasons other than that in 4.3 and 4.4 of the Constitution, provided that the *Executive Member* is given reasonable right of reply
- 13.5.5. Dissolving the Club.

13.6. No item of business is to be transacted at a General Meeting unless a quorum of members entitled under this constitution to vote, is present during the time the meeting is considering that item.

13.7. The Committee and any Student Member present may, in a General Meeting, elect any *Student Member* of the Club to fill any casual vacancy that may occur in the Executive. (A casual vacancy occurs when an Executive Member is dismissed from the Executive or resigns before the term of office has expired.)

14. ANNUAL GENERAL MEETING

14.1. The Club shall hold an Annual General Meeting annually in the month of September. If unable to host in September, the executive is to contact UNE Life Student Programs Coordinator.

- 14.1.1. The Annual General Meeting shall be convened for the following purposes:
- 14.1.2. To receive a report and statement of accounts for the preceding financial period
- 14.1.3. To elect an Executive for the ensuing term
- 14.1.4. To transact any other business, notice of which shall be duly submitted to the Secretary

14.2. The Secretary shall give at least fourteen (14) clear days notice of the time and place of the Annual General Meeting through a mail-out to all Members (a mail-out is understood to include communication by e-mail), as well as other reasonable attempts to communicate to the Membership.

14.3. The Annual General Meeting shall be chaired by the President or an *Executive Member* not standing for election to any position.

14.4. The agenda for the Annual General Meeting shall include:

- 14.4.1. Opening and welcome
- 14.4.2. Acknowledgement of country
- 14.4.3. Apologies and leaves of absence
- 14.4.4. Minutes of the previous meeting
- 14.4.5. Business arising from the minutes
- 14.4.6. Correspondence

- 14.4.7. Motions on notice
- 14.4.8. Annual Reports
 - 14.4.8.1. President
 - 14.4.8.2. Vice President
 - 14.4.8.3. Treasurer
 - 14.4.8.4. Secretary
 - 14.4.8.5. Other Executive Reports
- 14.4.9. Election of the Executive
- 14.4.10. General business

14.5. No item of business is to be transacted at a General Meeting unless a quorum of members entitled under this constitution to vote, is present during the time the meeting is considering that item.

15. MAKING DECISIONS

15.1. Decisions impacting the Society should be made at the relevant meeting required by this Constitution.

15.2. Decisions are to be made by way of motion, put in the affirmative.

15.3. Generally, a motion requires a majority of votes to carry, except where required by this Constitution.

15.4. Where a vote ties, the President, or person Chairing, is granted a casting vote.

15.5. Acceptable voting methods:

15.5.1. Vote on the voices: Members vote by saying "aye" or "no", and the President judges the result. If two or more members demand a recorded vote, one must be held.

15.5.2. Roll Call: The Secretary is to call out the name of each member attending, recording each vote for the record.

15.5.3. Secret Ballot: held electronically, this method does not record the names of votes. Use of secret ballots should be restricted to appointments and elections, or where deemed appropriate by a two-thirds majority of the meeting.

15.6. Members are entitled to vote by proxy at General Meetings.

15.6.1. Proxies must be executed in writing and submitted to the Secretary prior to a vote, signed by the member.

15.6.2. The Secretary will issue a proxy form for every General Meeting.

15.6.3. The submission must instruct on the exact method of voting on motions table on the agenda.

16. INTERIM POSITIONS

16.1. Following the resignation of a General Office Bearer, the Executive has the power to appoint any Student Member as an Interim General Office Bearer, by a simple majority vote.

16.2. Following the resignation of an Executive Member, the Executive has the power to appoint any Student Member as an Interim Executive Member, by simple majority vote.

16.3. Interim General Office Bearers and Interim Executives will only hold their appointed interim position until they are replaced or permanently appointed at the General Meeting immediately following their interim appointment.

17. QUORUM AND ADJOURNMENT OF GENERAL AND ANNUAL GENERAL MEETINGS

- 17.1. Quorum will be twenty (20) Student Members (being members entitled under this constitution to vote at a General Meeting) OR forty percent (40%) of the current Student Member total, whichever is less. Quorum must include not less than three (3) Executive Members. Members participating via live video or audio link are considered to be in attendance for the purpose of a quorum.
- 17.2. If within half an hour after the appointed time for the commencement of a General Meeting a quorum is not present, the meeting is to be adjourned for a future time and Members must receive written communication of details of the future General Meeting.
- 17.3. If at the adjourned General Meeting a quorum is not present within half an hour after the time appointed for the commencement of the adjourned General Meeting, the members present (being at least 3) are to constitute a quorum.
- 17.4. The Chair of a General Meeting at which a quorum is present may, with the consent of the majority of Members present at the meeting, adjourn the meeting from time to time and place to place, but no business is to be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
- 17.5. If a General Meeting is adjourned for 14 days or more, the Secretary must give written or oral notice of the adjourned meeting to each member of the Club stating the place, date, and time of the meeting and the nature of the business to be transacted at the meeting.

18. ELECTIONS & NOMINATIONS

- 18.1. The Executive shall be elected annually at the Annual General Meeting.
- 18.2. Only *Student Members* shall be eligible to be candidates for election or to vote in the election.
- 18.3. The term of the Executive shall commence immediately following the close of the Annual Election Meeting and conclude at the close of the Annual Election Meeting in the following year.
- 18.4. The Secretary shall give at least fourteen (14) clear days notice of the time and place of the annual elections through a mail-out to all Members (a mail-out is understood to include communication by e-mail), as well as other reasonable attempts to communicate to the Membership.
The notice shall state:
 - 18.4.1. The day on which nominations open, which day shall be at least fourteen (14) clear days before the day of the elections;
 - 18.4.2. The day and time on which nominations close, which shall be seven (7) clear days after nominations open;
 - 18.4.3. The time, date and venue of the election;
 - 18.4.4. That only *Student Members* shall be eligible to be candidates for election or to vote.
- 18.5. All nominees will be notified within 48 hours of nominations closing, nominees must attend the AGM to accept the nomination.
- 18.6. Before an election the Executive shall nominate a suitable person, not being a candidate for election, to act as Returning Officer. The Returning Officer shall be charged with the conduct of the election, and may appoint suitable persons, not being candidates for election, as Deputy Returning Officers.
- 18.7. A Member of the UNE Life Student Experiences Team shall serve as Electoral Arbiter and shall receive any appeals against the decisions of the Returning Officer.
- 18.8. Voting shall be held in the manner which the Chair or Returning Officer deems fit.

18.9. All nominees must refer to UNEs Student Behavioral Misconduct Policy or any other relevant policy during the nomination and campaigning period.

19. ELIGIBILITY FOR THE ROLE OF PRESIDENT, TREASURER, AND SECRETARY

19.1. To improve the sustainability of the Society, nominations for President, Treasurer and Secretary require:

19.1.1. Where a member of the Executive in the term prior to nomination:

19.1.1.1. Hold a role within the Committee Name for at least three (3) months

19.1.1.2. Have attended at least three Committee Meetings and three Ordinary Meetings.

19.1.2. Where no Executive nominations are received, and nominations are received from a member who is not a member of the Executive:

19.1.2.1. Have attended at least three Ordinary Meetings in the past twelve (12) months.

19.1.3. The Committee reserves the power to provide leave for nomination if the nominee is not compliant with 19.1.2, by a vote of the Executive Standing Committee.

19.1.4. Where no candidate is available meeting the above criteria, nominations may be sought from the general membership.

19.1.5. For the avoidance of doubt, if a nomination is received complying with 19.1.1, any nominations complying with 19.1.2 and 19.1.3 will be deemed ineligible. If no nomination complies with 19.1.1, but nominations complying with 19.1.2 are received, any nominations complying with 19.1.3 will be deemed ineligible. The intention of this clause is to improve sustainability by first seeking nominations of those who have recently served on the Committee.

20. ON CAMPUS CAMPAIGNING

20.1. Nominees may advertise their campaign by any print media but only after the nomination period closes prior to the AGM.

20.2. Nominees must only campaign in print in specified areas inside the School of Law. These areas are:

20.2.1. School of Law Noticeboards

20.3. Students must not place campaign materials on the School of Law walls and doors other than in the nominated areas in 11.2

20.4. Any person caught defacing or removing print campaigns or using social media in any way which mimics these behaviours will have their nomination withdrawn by the executive committee

20.5. Any candidate of an election conducted under this Part who defames another candidate of any election conducted under this Part, a current society committee member, or any other person, shall have their nomination withdrawn.

20.6. Nominees must not send campaigning emails in bulk to their year groups or law students.

20.7. Nominees must not provide gifts, in any form, to voters during elections.

20.8. Nominees must not present themselves as being affiliated or supported by UNELSS. This includes the use of the UNELSS logo or any official UNELSS marketing throughout the duration of the campaign period.'

20.9. The nominee must remove all campaign material displayed on campus within five (5) days of the AGM.

21. ONLINE CAMPAIGNING

- 21.1. All material must be submitted to the UNELSS for online campaigning.
- 21.2. Online campaigns will be conducted via the UNELSS social media pages only.
- 21.3. Any campaigning by the nominee that is not posted by the UNELSS will be in breach of rule 11.8 and will have their nomination withdrawn.

22. ALTERATION TO THE CONSTITUTION

- 22.1. This Constitution may be amended by a two-thirds majority of those *Student Members* in attendance at any General Meeting, provided that:
 - 22.1.1.1. Written notice of proposed changes has been given to the Secretary not less than seven (7) clear days before such a meeting,
 - 22.1.1.2. Said changes do not contravene UNE Club Rules & Regulations or the University of New England policies,
 - 22.1.1.3. The Secretary has given at least seven (7) clear days' notice of those proposed changes to all Members through a mail-out to all Members (a mail-out is understood to include communication by e-mail), as well as other reasonable attempts to communicate to the Membership.
 - 22.1.1.4. A copy of the amended constitution, and minutes of the meeting at which the amendments were made, are presented to UNE Life Student Experience within fourteen (14) days of the meeting,
 - 22.1.1.5. UNE Life Student Experience receive the amendments and the amendments are ratified by UNE Life
- 22.2. Constitutional amendments do not become effective until approved by a Member of the UNE Life Student Experiences Team.

23. ASSETS AND FINANCES

- 23.1. All property of the Club shall be vested in the Executive and shall be dealt with in such manner as directed by the Club in an Ordinary Meeting.
- 23.2. The Club shall maintain a bank account, with at least three (3) members of the Executive as signatories of the account.
- 23.3. The Club bank account will have a branch located in the city of Armidale, NSW, Australia.
- 23.4. All payments of the Club shall be by Electronic Funds Transfer or Debit Card, approved by at least two members of the Executive, one of whom must be the Treasurer.
- 23.5. The finances of the Club shall be maintained in accordance with the UNE Club Handbook for Treasurers and be submitted to UNE Life Student Experience, annually, for the purposes of re-affiliation.
- 23.6. Notwithstanding anything contained in this Constitution, all assets and funds of the Club shall be used solely to further the Objects of the Club and no portion of those funds shall be paid or distributed to members of the Club except as compensation for out-of-pocket expenses.

24. DISSOLUTION

- 24.1. The Club may be dissolved by resolution of a two-thirds majority vote of those members present and voting at a General Meeting. If on the dissolution there remain any monies or property, they shall be held in trust with UNE Life for a period of two (2) years, after which time the funds will be reallocated to other student services within the University.

- 24.2. The Secretary shall give at least fourteen (14) clear days' notice of the time and place of such a General Meeting through a mail-out to all Members (a mail-out is understood to include communication by e-mail), as well as other reasonable attempts to communicate to the Membership.


25. INACTIVITY


- 25.1. The Club shall be deemed inactive after any continuous 18-month period in which the Club does not hold any events or engage in financial activity. If upon inactivity there remains any monies or properties, they shall be held in trust with UNE Life for a period of three (3) years and will be returned to the Club should it reform within those three (3). After three (3) years, funds will be allocated to the Armidale Women's Shelter.

26. RECOGNITION & AFFILIATION

- 26.1. The Club is permitted to use the name 'UNE' or 'University of New England' as well as branding of the University as long as it remains affiliated with UNE Life. The Club shall comply with all requirements of UNE Club Rules Regulations and The University of New England for recognition as a registered Club of The University of New England
- 26.2. The Club must, within fourteen (14) days of the Annual General Meeting, provide a completed Affiliation Form, as well as any required documents as detailed in the UNE Life Club Affiliation process, to UNE Life Student Experience
- 26.3. The Club's affiliation with UNE Life may be cancelled if the club is in breach of UNE Club Rules & Regulations, University of New England policy or if they are unable to maintain the minimum requirements for a UNE Club.

This Constitution was adopted on **Wednesday 6 September 2023**.

President's Signature 
Lara Glasson
President

Secretary's Signature 
Koady Williams
Secretary

This Constitution was ratified by UNELife on the **Monday 11 September 2023**.